

## SELF-SERVICE CENTER

# INSTRUCTIONS: HOW TO FILE AN OBJECTION TO ESTATE ADMINISTRATION

1. **WHO CAN FILE AN OBJECTION:** Generally, you must have some valid interest in the case to be allowed to file an Objection to some part of an Informal Probate of an estate. If you received copies of the papers relating to the probate from the Personal Representative or his/her attorney, you will probably be allowed to file the objection.
2. **WHEN AN OBJECTION MUST BE FILED:** File the Objection immediately after you get the document or notice that you are objecting to.
3. **WHAT TO SAY IN THE OBJECTION:** Tell the court as simply as you can what you object to, and why. Write neatly, and be sure you give enough detail about what your points are.
4. **WHERE TO FILE and pay fee:** To confirm the filing fee, go online to the Clerk of the Court Webpage.

File the original with the Probate Registrar, at the address listed below. Then, mail copies to everyone listed in number 6 below.

5. **ASK FOR A FORMAL HEARING:** If you file the Objection, you must also call or go to court to arrange for a formal hearing to be scheduled, and then you must give **everyone** who is interested in the matter notice about the hearing date, time, and place. Call the main Probate filing counter at 602-506-3763 or visit Probate Court Administration to learn how to do this:

**DOWNTOWN PHOENIX:** Probate Court Administration  
Old Courthouse, 1st Floor  
125 West Washington  
Phoenix, AZ 85003-2205

**NORTHEAST PHOENIX:** Probate Court Administration  
18380 N. 40<sup>th</sup> St.  
Phoenix, AZ 85032

**SURPRISE:** Probate Court Administration  
Northwest Court Facility  
14264 West Tierra Buena Lane  
Surprise, Arizona 85374

**MESA:** Probate Court Administration  
222 East Javelina Avenue  
1<sup>st</sup> floor  
Mesa, AZ 85210-6201

6. **WHO GETS COPIES OF THE OBJECTION:** Mail or hand-deliver a copy of the Objection at least to the Personal Representative or his/her attorney. You should also mail or hand-deliver copies to everyone else to whom the Personal Representative gave notice of the court matter. Ask the Personal representative for the names and address of these people, or come the clerk's office and look at the copy of the PROOF OF NOTICE filed by the Personal Representative that will have all the information.